New Providence Memorial Library
377 Elkwood Avenue
New Providence, New Jersey 07974

LIBRARY BOARD OF TRUSTEES MEETING
March 16, 2026

AGENDA

Call to Order

Roll Call:

Katharyn Banks	Lisa McKnight
John Cronin	Mark Ondris
Jon Keaney	Perry Scopelliti
Sharon Licari	Stephen Vidal
Stacey Maisch	Angela Wilson

Welcome to Visitors, with instructions on when to address the Board

Friends Report

Approval of Minutes of the February 24, 2026 meeting

Communications – Stephen Vidal

Superintendent of Schools' Designee – Jon Keaney

Mayor's Designee – Lisa McKnight

Director's Report

Committee Reports

Personnel:	Katharyn Banks
Policy:	Mark Ondris
Sunshine:	Angela Wilson
Building & Grounds:	Stephen Vidal
Finance:	John Cronin

Action on Bills

Old Business

- Personnel Committee's review of Personnel Manual and staff benefits
- Policy Committee's annual review of Policy Manual
- Finance Committee's update on audit report

New Business

- New Continuing Education Requirements for Trustees

Motion to Recess to Closed Session, if necessary

Adjournment

New Providence Memorial Library
BOARD OF TRUSTEES MEETING
March 16, 2026

Board of Trustees:	Ms. K. Banks	Ms. McKnight*
Roll Call	Mr. J. Cronin*	Mr. M. Ondris*
	Mr. J. Keaney*	Mr. P. Scopelliti*
	Ms. S. Licari*	Mr. S. Vidal*
	Ms. S. Maisch*	Ms. A. Wilson

(* indicates present)

A regular meeting of the Board of Trustees of the New Providence Memorial Library was held on March 16, 2026 in the Conti Family Community Room.

President Mark Ondris called the meeting to order at 7:00 pm and stated that adequate notice had been given in compliance with the Open Public Meetings Act by both publication of the meeting schedule in The Courier News and the Star-Ledger and on the library's website, and the Borough of New Providence's website.

PUBLIC HEARING:

Kathryn Biber, President of the Friends was in attendance.

FRIENDS REPORT:

Ms. Biber said that the Friends' spring appeal letter was sent out and they are getting good responses so far. Yesterday, they had a Frost Kings concert, April concerts will include a Jazz Trio and the Concord Singers, and they are currently taking applications for a summer community art show "America the Beautiful". They will collect women's accessories on Reverend Caldwell Day for a sale the following week. They are in the process of reviewing their by-laws.

APPROVAL OF MINUTES:

A motion to approve the minutes of the February 24, 2026 Board meeting was made by Mr. Cronin and seconded by Mr. Ondris. The minutes of the February 24, 2026 Board meeting were approved unanimously with Mr. Keaney abstaining.

COMMUNICATIONS:

Board Secretary – Steve Vidal: Mr. Vidal acknowledged a thank you card received from Ms. McKnight for the bereavement gift.

Superintendent of School's Designee – Jon Keaney: Mr. Keaney said the school district announced their teachers of the year. The Drowsy Chaperone is the high school spring musical, an ice cream social is scheduled this week, the girls basketball team lost in the State finals but girls cheerleading won the state tournament, the STEM team is going to nationals in Washinton DC, and the tricky-tray fashion show is scheduled for March 28th.

Mayor's Designee – Lisa McKnight: Ms. McKnight said that the fourth round of affordable housing was approved and they are looking to rezone a few areas in town including property behind St. Andrews and the

Borough owned portion of the Nokia property. The Borough's budget will be presented at the next council meeting.

DIRECTOR'S REPORT:

Ms. Maisch said that with two snow days and two delayed openings in February, a lot of events were rescheduled. The security cameras have been ordered. The Borough determined that patching the roof is not necessary at the moment because the roof leak is minor. NPML is working on getting our children's librarians into the schools to promote summer reading and to promote our partnership between NPML and NPSD. Nick Pazinko, our Public Relations Coordinator, has done a great job preparing our first mailer – this is the first time in decades that NPML is sending out a newsletter to all NP residents. Next Wednesday is our staff development day. We are starting to plan Summer Reading, we are building a parade float, and April 18th is a town-side day of donations in honor of Reverend Caldwell Day.

Mr. Cronin made a motion to accept the Director's Report as submitted. Mr. Scopelliti seconded the motion and the motion was passed unanimously.

COMMITTEE REPORTS:

Personnel: Mr. Ondris said that Ms. Maisch's review is in progress.

Policy: There was no report presented.

Sunshine: There was no report presented.

Building & Grounds: There was no report presented.

Finance: Mr. Cronin said the budget is doing well with an overall net $36k under budget.

ACTION ON BILLS:

Motion to approve the March 2026 Operating Account Special Gifts Account, and Debit Card Account Bills Payable: *P. Scopelliti*
Seconded: *J. Cronin*

Operating Account	$114,859.11
Special Gifts Account	$ 2,114.08
Debit Card Account	$ 413.16
Total	$117,386.35

Motion to pay the March 2026 Operating Account, Special Gifts Account, and Debit Card Account Bills Payable was unanimously approved.

OLD BUSINESS:

Personnel Committee's Review of Personnel Manual and Staff Benefits: Mr. Ondris said the manual is under review.

Policy Committee's Annual Review of Policy Manual: Ms. Maisch shared that she and the committee reviewed the policy and have suggested edits. She went through the policy and explained the changes. There

was discussion of some of the edits including meeting room reservation fees and when to increase. Mr. Ondris asked for a vote if meeting room reservation fees should be increased; Mr. Ondris and Mr. Cronin voted yes, all other board members voted no. Mr. Ondris asked for a motion to accept the changes. Mr. Scopelliti made a motion to accept the changes; Ms. McKnight seconded the motion, and it was approved unanimously.

Finance Committee's Update on Audit Report: Mr. Cronin explained that the audit report includes new standard language because the financials are presented on a basis (regulatory basis for libraries) other than GAAP (Generally Accepted Accounting Principals). The committee is meeting with the audit partner on Thursday so he can explain the changes to the language. We hope to receive the final audit report and circulate prior to the April meeting.

NEW BUSINESS:

New Continuing Education Requirements for Trustees: Ms. Maisch said that all board members should have received an email from the State which says that a minimum of two hours of training per year per trustee is required to in order for NPML to quality for annual State Aid (which is approximately $7k).

Mr. Vidal shared that by November we should know the impact that the Borough's reassessment will have on our revenue. He suggested that we should start thinking about how to use the potential extra funding. Mr. Ondris asked Ms. Maisch to meet with her staff and come to the board with recommendations.

CLOSED SESSION:

There was no business requiring a closed session.

ADJOURNMENT:

There being no further business, Mr. Vidal made a motion to adjourn the meeting. Mr. Cronin seconded the motion. The motion was passed unanimously, and the meeting was adjourned at 8:22 pm.

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Heather Paparo
Office Manager

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Mark J. Ondris
President